

Today's Issues A Bibliography of Selected Items

Number 138, April 2002

Coping with Layoffs, RIFs and Downsizing

Compiled by Diane Mitchell; publication support by Lois Smith

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SELECTED JOURNAL ARTICLES

Full-text articles are available electronically through the Ebsco and ProQuest databases. From www.statelib.wa.gov click on "Services for State Employees," "Articles and Newspapers." Key: **E** = Ebsco; **P** = ProQuest; **W** = WSL print journal

Alleyne, Sonia. "Q&A: Overcoming Depression." **Black Enterprise**, January 2002. p. 46. [**E, P, W**]

Bedell, Clare. "There's Life After Layoffs." **Good Housekeeping**. January 2002. p. 57+. [**E, P, W**]

Caudron, Shari. "Whiners Need Not Apply." **Workforce**, February 2002. p. 24+. [**E, P, W**]

"Focus Resources Now on Retained Employees." **HR Focus**, October 2001. p. 1+. [**E, P, W**]

Koudsi, Suzanne. "You're Stuck." **Fortune**, December 10, 2001. p. 271+. [**E, P, W**]

McGarvey, Robert. "Left Behind." **Electronic Business**, August 2001. p. 46. [**P, W**]

McIntosh, Claire. "25 Lessons from Layoff Survivors." **Essence**, March 2002. p. 133+. [**E, P**]

Perry, Joellen. "Leave the Khakis at Home; Today's Job Hunters Must Schmooze, Glad-Hand—and Don Business Suits." **U.S. News & World Report**, February 18, 2002. p. 42+. [**E, P, W**]

Post, Maryann. "Layoffs: Easing the Pain." **Compoundings**, January 2002. p. 50. [**P**]

Prencipe, Loretta W. "'Pace' the Layoff Rumors." **InfoWorld** May 21, 2001. p. 66. [**E, P, W**]

"Preparing Financially for a Layoff." **USA Today Magazine**, August 2001. p. 9+. [**E, P, W**]

Razzi, Elizabeth. "Prepare for the Worst." **Kiplinger's Personal Finance Magazine**, February 2002. p. 89+. [**E, P**]

"Staff Layoffs: Ten Steps Guarantee a Dignified Departure." **Ioma's Report on Compensation & Benefits for Law Offices**, September 2001. p. 10. [**P**]

Tselikis, Penny. "Buoying Morale and Productivity During Layoffs." **Business and Health**, November/December 2001. p. 23+. [**P**]

SELECTED BOOKS

Bramson, Robert M. **First Hired, Last Fired: How to Make Yourself Indispensable in an Age of Downsizing, Mergers, and Restructuring**. Contemporary Books, 1999. 246 p. **658.14 BRAMSON 1999**

DuBrin, Andrew J. **Reengineering Survival Guide: Managing and Succeeding in the Changing Workplace**. Thomson Executive Press, 1996. 320 p. **658.4 DUBRIN 1995**

Effective Downsizing: A Compendium of Lessons Learned for Government Organizations. National Academy of Public Administration, 1995. 60 p. **658.3134 EFFECTI 1995** (at WSDOT Branch Library)

Facts on Working Women: What Women Need to Know about Downsizing. U.S. Department of Labor, Women's Bureau, 1996. 4 p. **L 36.144/3:96-1**

Gordon, Rochelle H. **Climb a Fallen Ladder: How to Survive (and Thrive) in a Downsized America** Hatherleigh Press, 1997. 239 p. **158.1 GORDON 1997**

Gottlieb, Marvin R. **Managing the Workplace Survivors: Organizational Downsizing and the Commitment Gap**. Quorum Books, 1995. 232 p. **658.314 GOTTLIE 1995**

Jones, Vernon Dale. **Downsizing the Federal Government: The Management of Public Sector Workforce Reductions**. M.E. Sharpe, 1998. 264 p. **352.367 JONES 1998**

Kirkwood, Christopher. **Your Services Are No Longer Required: The Complete Job-Loss Recovery Book**. Plume, 1993. 212 p. **650.14 KIRKWO 1993**

National Performance Review (U.S.). **Serving the American Public: Best Practices in Downsizing**. National Performance Review, 1997. 54 p. **PRVP 42.2:D 75** (also at safetynet.doleta.gov/common/downsize.pdf)

The New Organizational Reality: Downsizing, Restructuring, and Revitalization. American Psychological Association, 1997. 278 p. **658.406 NEW 1997**

Quitell, Frances. **Fire Power: Everything You Need to Know Before and After You Lose Your Job**. Ten Speed Press, 1994. 240 p. **650.14 QUITTEL 1994**

Sack, Steven Mitchell. **Getting Fired: What to Do if You're Fired, Downsized, Laid Off, Restructured, Discharged, Terminated, or Forced to Resign**. Warner Books, 1999. 370 p. **344.7301 SACK 1999**

Washington State Library. **Downsizing and Surviving the Aftermath**. Public Services Division, Washington State Library, 1992. 2 p. **WA 021.8 L611tod i3 1992**

Workforce Reductions: Downsizing Strategies Used in Selected Organizations: Report to Congressional Committees. United States General Accounting Office, 1995. 42 p. **GA 1.13:GGD-95-54**

SELECTED VIDEOS

To order these items, please call the Multimedia Coordinator at (360) 704-5209

Unemployment: The Grieving Process and Getting Back on Track. Cambridge Research Group, 1999. 34 minutes. **VIDEO 331.137 UNEMPLO 1999**

SELECTED INTERNET SITES Accessed April 15, 2002

Department of Labor, Employment and Training Administration. **Dislocated Workers Website**. www.doleta.gov/layoff/default.asp

Orman, Morton C. M.D. **18 Ways to Survive Your Company's Reorganization, Takeover, Downsizing, or Other Major Change**. www.stresscure.com/jobstress/reorg.html.

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